



AGENDA

City of Flagstaff

HERITAGE PRESERVATION COMMISSION

4:00 PM – Wednesday, March 20, 2019

Flagstaff City Hall, **Council Chambers**, 211 W. Aspen Avenue



In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact Deborah Cargill 928-213-2906 (or 774-5281 TDD). Notification at least 48 hours in advance will enable the City to make reasonable arrangements.

CALL TO ORDER

COMMISSION MEMBERS:

David Hayward, Chair,
Jonathan Day, Vice Chair,
Charlie Webber,
Jerry McLaughlin,
Emily Dale,
Jill Hough,
Caitlin Kelly

CITY STAFF:

Sara Dechter, Staff Co-Liaison
Creag Znetko, Recording Secretary

I. PRELIMINARY GENERAL BUSINESS

1. PUBLIC COMMENT

- a. (At this time, any member of the public may address the Commission on any subject within their jurisdiction that is not scheduled before the Commission on that day. Due to Open Meeting Laws, the Commission cannot discuss or act on items presented during this portion of the agenda. To address the Commission on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.)*

2. ANNOUNCEMENTS

- a. (Reconsiderations, Changes to the Agenda, and other Preliminary Announcements)*

3. APPROVAL of MINUTES.

- a. Regular Meeting of February 20, 2019.

II. New Business:

1. Historic Facades and Signs Grant – 820 W Aspen

Address: 820 W Aspen
Assessor's Parcel Number: 100-15-005
Property Owner: Jerry & Roabie Johnson
Applicant: Jerry & Roabie Johnson
City Staff: Sara Dechter, HPO
REQUESTED ACTION: Historic Facades and Sign Grant

This is a request for a Historic Facades and Signs Grant of \$10,000 for improvements, including exterior siding and window replacement to the single-family residence located at 820 W. Aspen Street (APN 100-15-005). The subject property is a .16-acre parcel of land located in the Townsite Overlay District and the Townsite National Register District. The home is identified as being a contributing structure to the district and is listed on the National Register of Historic Places. Coconino County Assessor's Office indicates the date of construction as 1880 and a total square footage of 1,577 square feet.

RECOMMENDED ACTION: Staff recommends that the Heritage Preservation Commission review the application and approve the request as submitted.

2. Cultural Resource Study – 101, 103 & 105 S Milton Road

Address: 101, 103 & 105 S Milton Road
Assessor's Parcel Number: 100-37-003B, 004A & 005
Property Owner: Shirley Rae Shelley
Applicant: Lynn A. Neal
City Staff: Sara Dechter, HPO
REQUESTED ACTION: Letter Report approval

In accordance with Flagstaff Zoning Code Section 10-30.30.050, a letter report has been submitted as documentation of completing a Cultural/Historic Resource Study for the subject property. The property is planned for future development

with the likelihood the existing business would end operation and the late 1960s building would be demolished.

RECOMMENDED ACTION: Staff recommends the Heritage Preservation Commission accept the findings of the Letter Report.

3. Cultural Resource Study – NAU Downtown Travelodge

Address: 910 S Milton Road
Assessor's Parcel Number: 103-04-005
Property Owner: Arun & Shilpa A. Pandit
Applicant: Lindsey Schube/Gammage & Burnham, PLC
City Staff: Sara Dechter, HPO
REQUESTED ACTION: Letter Report approval

In accordance with Flagstaff Zoning Code Section 10-30.30.050, a letter report has been submitted as documentation of completing a Cultural/Historic Resource Study for the subject property. The property is planned for future development with the likelihood the existing business would end operation and the building would be demolished.

RECOMMENDED ACTION: Staff recommends the Heritage Preservation Commission accept the findings of the Letter Report.

4. Cultural Resource Study – Econo Lodge University (Motel Time)

Address: 914 S Milton Road
Assessor's Parcel Number: 103-04-007
Property Owner: PDGS Hospitality LLC
Applicant: Lindsey Schube/Gammage & Burnham, PLC
City Staff: Sara Dechter, HPO
REQUESTED ACTION: Letter Report review

In accordance with Flagstaff Zoning Code Section 10-30.30.050, a letter report has been submitted as documentation of completing a Cultural/Historic Resource Study for the subject property. The property is planned for future development

with the likelihood the existing business would end operation and the building would be demolished.

RECOMMENDED ACTION: Staff recommends the Heritage Preservation Commission accept the findings of the Letter Report and require both a Phase 1 and Phase 2 CRS.

IV. **REPORTS:**

1. Review of Administrative Approvals:
 - a. 720 W Birch – Minor interior remodel and repair or residence and structural reinforcement of detached garage.

V. **ANNOUNCEMENTS**

(Informal Announcements, Future Agenda Items, and Next Meeting Date)

- a. Next Regularly Scheduled Meeting: April 17, 2019

VI. **ADJOURNMENT**

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Flagstaff City Hall on [Click or tap to enter a date.](#) at [Click or tap to enter a date.](#) in accordance with the statement filed by the Recording Secretary with the City Clerk.

Dated 12 March 2019.

Tammy Bishop, Recording Secretary